

This is material  
you asked that I  
hold for your mtg.  
tomorrow--31 Oct.

21 MAR 1975

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT : Supergrade and Scientific Pay Schedule  
Promotions, Ceiling and Related Matters

1. Action Requested: That you approve the recommendations set forth in paragraph 4 relating to approval of supergrade and Scientific Pay Schedule promotions, the situation of contract personnel who are at supergrade equivalent, and the use of your SPS reserve to accommodate one promotion recommendation and to meet a request from the Deputy Director for Intelligence for an increase in his supergrade ceiling.

2. Basic Data:

a. Attached is a listing of [REDACTED] Scientific Pay Schedule promotion recommendations. Also attached is a statistical summary showing the effect of the proposed promotions on the Agency's supergrade and SPS ceilings, broken out by Career Service. 25X9

b. As part of our normal procedure in forwarding supergrade promotions, we checked with the Inspector General, the Director of Security, and the Director of Medical Services; they have no additional pertinent information to submit. No derogatory information has been received through the integrated personnel information program.

25X9 c. There are [REDACTED] contract personnel who hold the equivalent of supergrade status.

d. The Deputy Director for Intelligence has requested that his supergrade positions and ceiling be increased by three to permit the establishment of a Development and Analysis Center in the Office of Economic Research.

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3. Staff Position:

a. Promotion Recommendations:

(1) As shown in the attached statistical summary, if you approve all of the promotion recommendations, the Office of the Director will be one over ceiling. You will see from the listing of the promotion recommendations that the Office of the Director has submitted five recommendations for promotions to GS-16. In addition, the Deputy Director for Operations, with the concurrence of the Executive Career Service, has recommended the promotion to GS-16 of Mr. [REDACTED], a "D" Careerist assigned to the Office of the Comptroller. His promotion would be a charge to O/DCI supergrade ceiling. We recommend that you not approve this overage. To do so would be at the expense of the DDA and the DDS&T, who -- unlike the DDO, DDI and the E Career Service -- have not chosen to consume all of their supergrade ceiling during this particular promotion cycle; and the overage would, therefore, not only impact on their capability to promote deserving employees in accord with their established ceilings in the future, but would also in effect penalize them for the manner in which they are managing their supergrade ceiling and personnel against current and future requirements. Two of the recommendations submitted by the Chairman, E Career Service would result in a PRA situation. In the event you agree with the DDO's recommendation for Mr. [REDACTED] promotion, one way to avoid the overage is to disapprove one of the PRA recommendations submitted by the E Career Service. There is, however, a more felicitous solution. Two supergrade employees in the Operations Directorate will soon retire, one in April and one in May, thus freeing supergrade ceiling. In approving Mr. [REDACTED] promotion, you could require the DDO to charge Mr. [REDACTED] supergrade status temporarily to the DDO's ceiling until such time as the E Career Service can assume the charge.

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(2) The Deputy Director for Administration, who has no SPS ceiling, has recommended the promotion of Dr. [REDACTED] to the SPS level. We agree with the justification submitted by the DDA in support of his recommendation. You have three SPS positions in reserve, and we believe it would be appropriate to use one of these to authorize Dr. [REDACTED] promotion.

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b. Contract Supergrade Equivalent:

(1) At the present time there are [REDACTED] contract personnel on duty who hold the equivalent of supergrade rank. This will increase to [REDACTED] should you approve the DDO's promotion recommendation on Mr. [REDACTED] Career Associate.

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(2) As part of the Agency's conversion to a single ceiling control concept, there have been internal discussions on whether contract supergrade equivalents must be absorbed within the Agency's supergrade staff ceiling of [REDACTED]. I believe we can take the position that conversion to a single ceiling system simply maintains the status quo on the number of staff supergrade personnel and contract personnel supergrade equivalents. We urge, therefore, that we maintain the current staff and contract supergrade situation as is. If this concept is challenged by OMB, I believe we should strongly resist; but if you should then decide to absorb contract supergrade equivalents within the [REDACTED] supergrade ceiling, we suggest a gradual transition as attrition occurs; i.e., as contract personnel holding supergrade equivalent rank retire or otherwise leave the Agency, their positions not be filled. To absorb them now would mean sifting the present promotion list to eliminate 14 proposed promotions.

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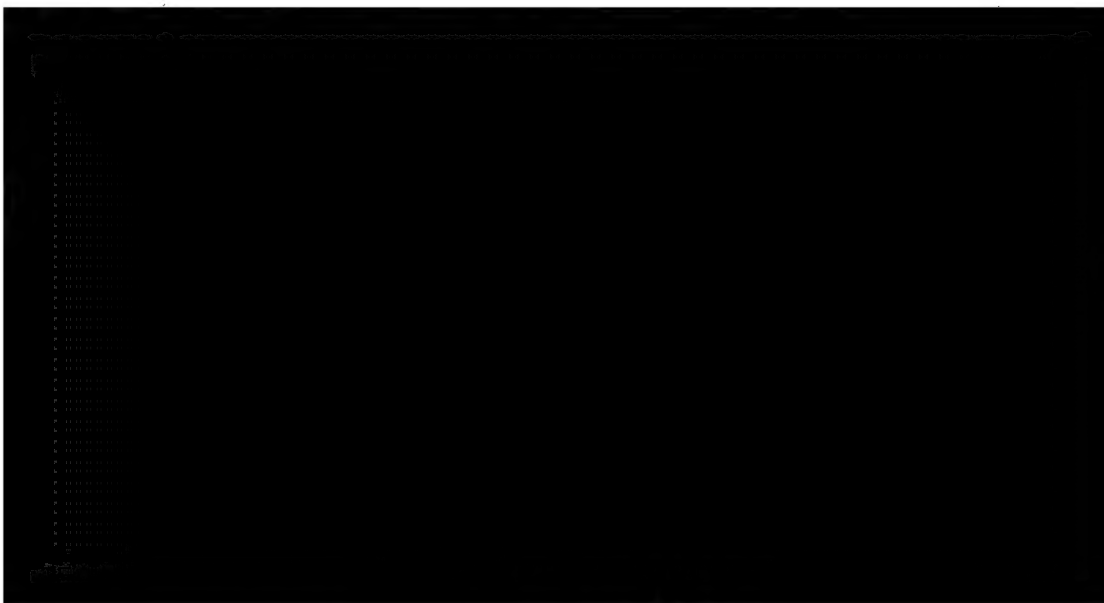
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c. DDI Request for Additional Ceiling:

Attached is a recommendation from the DDI for an increase in his approved supergrade positions and ceiling by three to permit the establishment of a Development and Analysis Center in the Office of Economic Research. The DDI already has attached

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4. Recommendation: It is recommended:

a. That you continue to restrict supergrade promotions submitted by the Deputy Directors and the Chairman, E Career Service to their supergrade ceilings;

b. That you approve the attached recommendations for supergrade and SPS promotions, but in the case of Mr. [REDACTED] "D" Careerist assigned to the Office of the Comptroller, you require the DDO to carry Mr. [REDACTED] temporarily as a charge against ceiling until such time as the E Career Service can absorb the charge.

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c. That you approve the promotion of Dr. [REDACTED] to the SPS level and, to this end, release [REDACTED] SPS ceiling positions held in reserve to the DDA.

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d. That we continue to maintain the staff supergrade ceiling at [REDACTED] and the contract supergrade equivalent at [REDACTED]

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e. That you approve the release of the remaining [REDACTED] SPS ceiling positions from your reserve to be used by the Director of Personnel in exchanging supergrade positions where SPS rank

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could be assigned and that the supergrade ceiling thus released be allocated to the DDI for his Development and Analysis Center in the Office of Economic Research.

f. That you promote one of two GS-18's assigned to EP-05 positions in the Office of the Director to release one additional supergrade ceiling position for allocation to the DDI and the Development and Analysis Center. (Carver)

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*And that Mr Maurice Frost be promoted to EP-05, using [redacted] from the C/DCI reserve.*

F. W. M. Janney  
Director of Personnel

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Attachments:

- A - Promotion Recommendations, [redacted] SPS
- B - Statistical Summary
- C - DDA Request for Promotion of Dr. [redacted] to SPS Level
- D - DDI Request for Positions and Ceiling for the Establishment of the [redacted], OER

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APPROVED :

1 APR 1975

Date

DISAPPROVED: \_\_\_\_\_

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